

## JOB DESCRIPTION

### 1. JOB IDENTIFICATION

Job Title:	<b>Radiographer (Band 5)</b>
Responsible to :	Radiography Team Leader
Department:	Radiology
Directorate:	Diagnostic Services
Operating Division:	Acute Services
Job Reference:	<b>042169</b>
No of Job Holders:	30

### 2. JOB PURPOSE

To justify and perform radiographic examinations, assist Radiologists during radiographic/interventional examinations, providing direct care and a high quality diagnostic service in order to assist in the management of patients within the directorate of Radiology.

### 3. DIMENSIONS

Responsible for safe use of expensive equipment used by self (Radiographic equipment ranges in price from £30,000 to £1million)

#### **Clinical Areas**

General Radiography including A+E, GP, Out Patients,  
In Patients, Dental, Fluoroscopy,  
Theatre, ITU/Ward Portables.

#### **Clinical Activity:**

> 260,000 examinations per annum

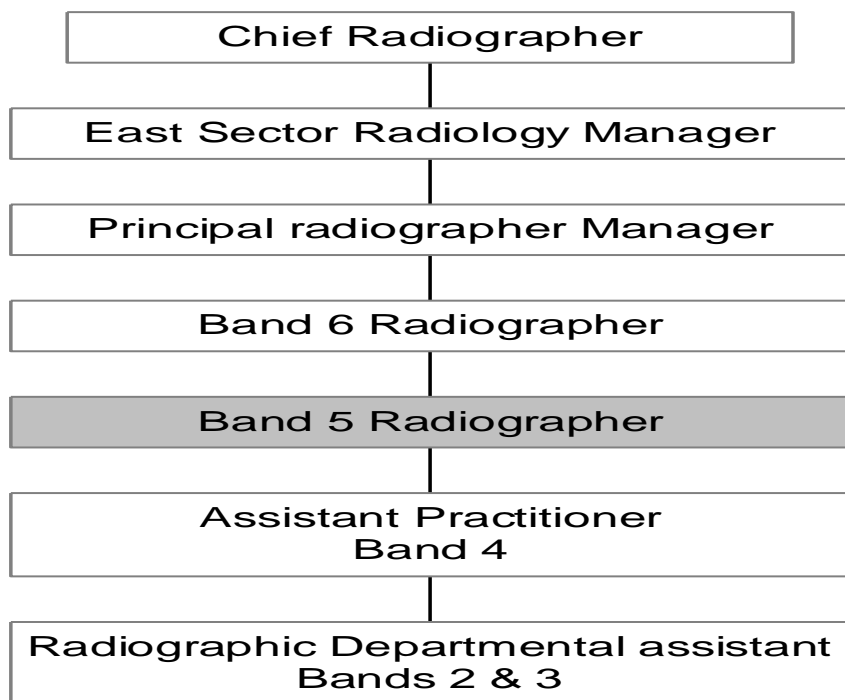
#### **Staff Responsibility:**

To direct and supervise the workload of radiographic department assistants. Assist in the training and induction of a new member of staff. Take responsibility for the education and training of student radiographers and other staff as required .[insert wte/headcount as appropriate to role

The post is employed within NHS Lothian and there is a requirement to work flexibly across Lothian to meet service demands.

#### 4. ORGANISATIONAL POSITION

**LOTHIAN  
Radiology Directorate**



#### 5. ROLE OF DEPARTMENT

To provide high quality, efficient and effective Radiology services to the population of Lothian and South East Scotland.

The departmental clinical governance strategy ensures a high standard of care for patients undergoing radiological examination and promotes multidisciplinary team working.

Provide an environment suitable for the training and education of Student radiographers on clinical placement.

#### 6. KEY RESULT AREAS

1. Assess and understand a wide range of clinical information from a variety of clinical or specialist disciplines and perform examinations autonomously making decisions about the need for further imaging to aid diagnosis, taking into account any pathology identified on the images. This minimises the need to recall patients.
2. Ensure that images acquired are accurate and diagnostic in accordance with best practice and in a manner that meets professional, departmental and legal standards / requirements, taking into account patient limitations, adapting technique where necessary and minimising radiation dose where possible acting as patient advocate in radiation

protection issues.

3. Maintain a high level of expertise in the safe operation of specialist radiology equipment, demonstrate a high level of competency and understanding in a range of specialist procedures and manage faults effectively.
4. Act independently in the assessment of referrals for X-Ray examinations, taking full responsibility for the justification of general X-Ray examinations in order to reduce unnecessary ionising radiation exposure of patients in accordance with IR(ME)R 2017.
5. Work as part of a team to ensure effective communication with patients, relatives, carers and other members of the multidisciplinary team, ensuring any observed changes in the patient's condition are effectively communicated and prioritise workload depending on the severity of a patient condition and the direct impact on their management.
6. Act as a point of advice for radiology staff, imaging referrers and ward staff on radiographic issues i.e. clinical suitability for procedure, radiation issues.
7. Contribute to the review and implementation of departmental and professional policies and procedures, for example Health +Safety including risk assessment and COSHH, Radiation Protection Procedures, IR (ME) R 2017.
8. Undertake quality assurance (QA) tests in compliance with statutory and manufacturers guidelines, regular clinical audit of own work and participate in departmental audit.
9. Maintain accurate patient records by the input of accurate information on the TRAK system, to reflect the service including personal information and patient dose details.
10. Delegate appropriate tasks and supervise radiographic department assistants to achieve the desired quality of patient care.
11. Be actively involved in the training and assessment of Student radiographers on clinical placement for 35-40 weeks per year, providing direct supervision at all times. Maintain the required knowledge and skills to provide effective training.
12. Maintain knowledge of technological and technical advances in methods of diagnostic imaging in order to promote a culture of continuous improvement within the department.
13. To support NHS Lothian's values of quality, teamwork, care and compassion, dignity and respect, and openness, honesty and responsibility through the application of appropriate behaviours and attitudes.

## **7a. EQUIPMENT AND MACHINERY**

The following are examples of equipment which will be used when undertaking the role.

Carry out Clinical work using a variety of imaging equipment within own area of responsibility and other areas as required. Radiographic equipment ranges in price from £30,000 to £1million. The equipment is operator dependent and requires specific skills to achieve images of a diagnostic quality.

1. Ceiling suspended general x-ray tubes, static x-ray tables with rise and fall function and

floating top and erect bucky assemblies (upright x-ray film holders with incorporated grid.

2. Fluoroscopy equipment with under couch image intensifier used for screening examinations.
3. Mobile x-ray units for ward, resus and theatre radiography.
4. Mobile image intensifiers used in theatre.
5. Patient hoist, mechanical lifting aids and immobilisation devices.
6. Patient trolleys, beds and wheelchairs.
7. Satellite workstations and consoles – used to process, manipulate, archive and retrieve images.
8. PC.

**Note:** New equipment may be introduced as the organisation and technology develops, however training will be provided.

## **7b. SYSTEMS**

The following are examples of system which will be used when undertaking the role:

Trak (Radiology Information System) – access, enter and update patient data.

Archive patient data / films as per departmental protocol on PACS (Picture Archiving and Communication System).

Risk assessment and incident reporting systems.

Access the Internet and NHSL intranet for relevant information for personal and professional development within statutory guidelines.

**Note:** New systems may be introduced as the organisation and technology develops, however training will be provided.

## **8. ASSIGNMENT AND REVIEW OF WORK**

The post is self directed and the post holder will organise own workload in response to the demands of the service. Specialist Radiographers will be available to consult on a daily basis and provide direct supervision and training when required.

To work within codes of practice, with discretion to alter their workload to achieve best results, where they are accountable for their own professional actions.

Work review will be by the line manager in line with the agreed KSF Post Outline.

## **9. DECISIONS AND JUDGEMENTS**

Independently evaluate clinical information provided by diverse clinical disciplines to decide whether requested examinations are justified, advising/discussing with referring clinicians if an examination is not justified.

Prioritise workload in departmental areas.

Ensure a high degree of patient care is maintained and to decide in certain circumstances if

whether the examination should be carried out or continued.

## **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**

On a daily basis be prepared to operate Imaging Equipment in differing and demanding environments being able to manage an unpredictable work load effectively and interact successfully with fellow health care professionals.

Organising and reprioritising changing daily schedule for department to accommodate emergency procedures and equipment failure to ensure continuity of service and quality of patient care.

Combining training in new technologies or newly procured equipment with normal patient workload.

Directly supervise and train student radiographers whilst maintaining a high throughput of patients.

## **11. COMMUNICATIONS AND RELATIONSHIPS**

### **Patients**

Explain, often complex, procedures using persuasive and motivational skills to encourage co-operation, as there may be barriers to understanding.

Provide reassurance as to the necessity of an X-ray examination involving a risk associated with the harmful effects of ionising radiation. This information is highly complex and often sensitive, particularly when checking for pregnancy with teenage females (Parents may be present).

### **Relatives/Carers**

Provide reassurance and receive patient information.

Ask for assistance with, and instruct in methods of immobilisation, maintaining Radiation Protection.

Receive informed consent from relatives to continue with an exam if a patient is unable to communicate.

### **Radiography Staff (internal/external)**

Consult Senior Staff for advice.

Pass on information to colleagues regarding patient transfer.

### **Medical Staff/Nurse Practitioners**

Query incorrect or unnecessary referrals in order to reduce patient radiation dose.

Provide advice on guidelines for relevant X-ray examinations.

Provide advice on the nature of an image.

Seek help and advice with patients who are in pain or are immobile.

## **12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB**

### **Physical Skills:**

Manipulate and position all patients, including children providing immobilisation when required.

Have the expertise to handle and operate highly specialised and expensive equipment.

Following the appropriate training, perform IV cannulation for patients undergoing IV contrast examinations.

Be able to work at speed when performing radiographs for a critically injured patient often prior to emergency surgery.

Standard keyboard skills.

**Physical Demands:**

The majority of the working day and night is spent standing and walking and bending to position patients.

Frequent transfer of patients from trolleys, beds and chairs onto X-Ray tables or scanners, using mechanical aids when required.

Frequently manoeuvring patients on trolleys and chairs from waiting area to x-ray room and back, throughout all shifts.

Be required to wear heavy lead rubber aprons sometimes for 2 to 3 hours during Fluoroscopic Procedures.

**Mental Demands:**

Frequent concentration is required when assessing patients and performing examinations throughout the majority of shift periods. Interruptions are constant and unpredictable from referring clinicians, administrative staff, patients and their relatives and can be direct or via the telephone.

Frequently go from a routine examination to an acute setting due to sudden and unpredictable demand e.g. responding to emergency page, called to ITU or A&E resus, taking responsibility for the diagnostic imaging service to that patient.

Prioritising workload requires diplomatic skills in discussion with referrers who all believe their patient should take priority.

Should imaging equipment unpredictably malfunction during an examination (occasionally during a theatre case), evaluate the situation and provide an immediate solution.

**Emotional Demands:**

Perform radiographic examinations and care to terminally ill patients.

Provide examinations involving direct contact, for critically injured patients in the accident and emergency department.

Perform radiographic examinations on non-accidentally injured babies / children, when one of the parents is present (RHSC only).

**Working Conditions:**

Frequent exposure to bodily fluids throughout all shifts.

Constantly moving from cold air-conditioned areas to hot conditions in the working areas.

Working constantly in artificial lighting with little or no natural daylight.

Exposure to verbal abuse from some patients.

A risk of physical abuse from patients, who may be confused, disorientated and/or intoxicated.

**13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB**

D.C.R. or BSc in Radiography.

HPC Registration.

Evidence of clinical training and personal motivation.

Evidence of ongoing educational and personal development.

Good communication skills.

Team Worker.

**14. JOB DESCRIPTION AGREEMENT**

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date: